

HICS FORM 202: INCIDENT OBJECTIVES



1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: May 6, 2022 1100-1200	3. Incident Location: Teleconference
5. Virtual Attendance: Aimee Wollman Nesseth (Coordinator), Brittany Fry (WWPHRC-Vice-Chair), Darren Van Blaricom (Health Partners Valley Hospitals: Amery, Hudson, Westfields), Natasha Cardinal (St. Croix County Emergency Manager), Randy Books (NW WEM), Jon Schultz (Eau Claire Fire Department), Wayne Street (Mayo Clinic Health System-Eau Claire), Diane Erickson (Red Cliff Health Services).		

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 1103 by Vice-Chair, Brittany Fry.
Additions to the Agenda and Announcements	Motion to approve the agenda as written by Jon Schultz and seconded by Natasha Cardinal. Motion approved.
Review of Minutes	<ul style="list-style-type: none"> Aimee presented the April Board of Director Minutes for approval. Motion by Randy Books and seconded by Wayne Street. Motion approved.
Financial Update	<p>April Monthly Expenses: Travel and Non-Travel:</p> <ul style="list-style-type: none"> We are now being asked to separate out travel expenses (mileage, housing, meals) from non-travel expenses. Non-travel expenses will be paid out of BP2 Carryover funds whereas all travel expenses must be paid out of the current year's base funding. Aimee reviewed the invoices. Motion to approve both invoices by Darren and seconded by Natasha. Motion approved. <p>BP 3 Budget:</p> <ul style="list-style-type: none"> Aimee reviewed the budget to date. Ingrid and Aimee worked through all of the expenses for the year and moved travel expenses to a separate column. Aimee gave an update regarding purchases. Although the Board approved purchase of 4 OWLs, you can only connect two at this time. Will only purchase two instead of four. Darren "borrowed" a seat for the online hospital decon training from Region 2. Darren feels this is a good investment as an Operations-based refresher and would assign these seats to his already existing decon team to meet refresher requirements. It is not intended for EMS or Fire, rather hospital based decon teams. It does NOT cover the actual hand's on training needed to be on a decon team. Motion to purchase 100 seats made by Brittany and seconded by Darren. Motion approved. <p>Budget Period 4 Notice of Funding Opportunity:</p> <ul style="list-style-type: none"> New Budget Period 4 Grant has "dropped". Due to ASPR on June 21, 2022. We are expecting "stable" grant funding for next year.
Advisory Group Updates	<p>Updates:</p> <ul style="list-style-type: none"> Brittany provided an overview of the Advisory Board meeting and strategic planning meeting with Wakefield Brunswick on April 29. There were 22 opportunities for improvement identified through surveys and focus groups. The group was able to prioritize those 22 down to 5 and small groups came up with suggestions for how to approach these areas of improvement. We are awaiting a final report and recommendations from Wakefield Brunswick. Aimee is going to forward minutes and reports from the Advisory Group once she receives them. Topics of conversation included: need for a better orientation process for new members to the HERC, new

TOPIC	DISCUSSION
	<p>Board members and new Advisory Group members; how to reach out to and include under-represented groups/disciplines in the HERC; need to clarify the role of the Advisory Group in relation to the Office of Preparedness and Emergency Health Care.</p> <ul style="list-style-type: none"> • Brittany would like to see a Sharepoint for documents that all HERC members could access as is done in other regions. Others agreed this would be helpful. • Jeff Phillips has retired effective April 29. Natalie Easterday has accepted the position as the new Office of Preparedness and Emergency Health Care Director. • The next in person Advisory Group meeting will not be until September, but there will be virtual “check ins” throughout the summer months.
<p>Old Business</p>	<p>ABLS Seats:</p> <ul style="list-style-type: none"> • We have had major issues with getting these seats to function correctly due to a change in the delivery platform. We have received an extension for the seats that were due to expire in July. They have been extended to October. We still have additional seats available. Please email Aimee as soon as possible if you are interested in these seats for both non-physicians and physicians. <p>TEEX Class: Disaster Preparedness for Hospitals/Health Care dates submitted finalized: October 13-14 2022, Spooner, WI</p> <ul style="list-style-type: none"> • This is a FREE course. To register, you will need to sign up on TEEX’s site here: https://my.teex.org/TeexPortal/?MO=mExtLogin This will be held at the Spooner Fire Hall. <p>CMS Partner Virtual Exercise, June 1, 0930-1130-registration out—37 facilities registered.</p> <ul style="list-style-type: none"> • A trusted agent prep meeting will be scheduled soon to make sure everyone understands the exercise expectations and process. <p>Command and General Staff Training: May 9-13, Wausau. CANCELLED:</p> <ul style="list-style-type: none"> • Tyler Esh plans to request this training for our region for the next Budget Period. This is required training for an Incident Management Team which we are hoping to develop in this region in the future.
<p>New Business</p>	<p>Review and Approval of Burn Surge MCI AAR.</p> <ul style="list-style-type: none"> • Aimee presented the Draft AAR from the Facilitated Discussion held at our last Membership meeting. Some discussion including the possibility of utilizing Google Voice to add a phone number separate from Aimee’s person cell phone. Motion to approve the AAR and Improvement Plan as written by Darren Van Blaricom and seconded by Randy Books. Motion approved. <p>Discussion regarding open Board positions as of June 2022.</p> <ul style="list-style-type: none"> • Discussion about when the Board terms should be considered up for reelection. There is nothing in our By Laws from the time of incorporation that states the terms should be retroactive. Therefore, we will consider the terms from the time of incorporation. Aimee will review and see whose terms are up at the end of this fiscal year.
<p>Adjournment Next Meeting</p>	<p>Next Meeting will be In Person with a VIRTUAL option June 3, 0830-0930 Motion to adjourn made by Darren Van Blaricom and seconded by Randy Books at 1200. Motion approved.</p>
<p>5. Prepared by:</p>	<p>Natasha Cardinal and Aimee Wollman Nesseth</p>